



ENVIRONMENTAL MANAGEMENT PROGRAM REFUSE DISPOSAL DIVISION



Fee Booth

FY 03

Process Map Number(s): FB-1.0

Background/Purpose: This project was developed to increase efficiency and reduce costs associated with Fee Booth operations and increase customer satisfaction. There is also an environmental benefit associated with the reduction in fuel consumption and emissions released due to traffic delays.

Objective: Positive Impact (Continuous Improvement)

Related Significant Aspects: Fuel Consumption, Exhaust Emissions (All Customers)

Target: Continue to look at ways to improve fee-booth operations with an emphasis on reducing vehicle idle time.

Target Completion Date(s):

Action Plan: Complete improvements to the fee booth operations including adding new scale and booth, traffic flow, and truck inspection site improvements.

Responsible Person(s): Fiscal Services Manager (Bijan Zayer)

Resources Required: Approved plans, budget, and construction contracts.

Environmental Performance Indicator(s): Number of daily vehicle totals violations to operating permit.

Comments (including other expected benefits or cost savings): Increased vehicle processing capacity equates to increased customer satisfaction, reduced traffic congestion, and decreased fuel consumption for all customers. This project will also allow us to increase the daily vehicle totals thereby reducing and/or eliminating regulatory violations to this operating permit condition.

Baseline Data:

Approved by: Bijan Zayer
Mark zu Hone

Fiscal Services Manager
Environmental Management Representative

See EMP Schedule on back

EMP Schedule					
Step	Action Items	Responsibilities	Role	Schedule	Resources Required
1	Construction Contract Processing	Joe Corrones Bijan Zayer	Lead Support	Jul 02- Sep 02	
2	Site Construction	Joe Corrones Bijan Zayer	Lead Support	Sep 02- Dec 02	Approved plans, specs, Purchase order
3	Site acceptance	Joe Corrones Bijan Zayer	Lead Support	Jan 03- Feb 03	

Comments (report performance/milestones):

Phase 1

Phase 1 includes installation of a new 8' X 10' fee booth and 35-40' above ground scale to the east of existing fee booths. Upgrading electrical and SDDP service to the area, adding additional parking, reconfiguring the by-pass lane and re-paving existing parking areas and portions of the travel-way adjacent to the fee booths.

Phase 2

Replace the existing two small fee booths with 8' X 10' booths similar or equal to new booth constructed in Phase 1. Provide decking, paving as necessary, signage, etc.

Both phases of fee booth construction will be designed to help reduce traffic congestion in the area by providing red/green lights to signify which fee booths are open for operation. The additional scale will provide quicker processing time during peak hours of traffic and will act as an emergency scale should one of the other three break down or need maintenance. Additionally the new fee booths will architecturally enhance the entrance area to the Landfill. Minor cosmetic upgrades may be made to the existing large fee booth # 1 during the second phase. Landscaping may be accomplished in-house when Phase 2 is completed.

Project is expected to be completed during the spring of 2003.